

CITY OF MOUNTAIN VIEW COMMUNITY CENTER

2012 NONPROFIT AND COMMUNITY GROUP USE APPLICATION

(Applications will be accepted February 1 for use April through June, May 1 for use July through September, August 1 for use October through December and November 1 for use January through March 2013)

In-person applications will be processed before mailed/faxed/e-mailed applications.

Date: _____

Organization Name: _____

Does Your Organization Serve Mountain View Residents and/or is Your Organization Located in Mountain View? Serves ☐ Located ☐

Is Your Organization a Section 501 Nonprofit Entity? Yes ☐ No ☐

Address: _____

Primary Contact: _____

E-mail: _____

Phone: _____

Type of Event: _____

Auditorium ☐ Lower Social Hall ☐ Room 2 ☐ Room 3 ☐

Dates of Requested Use: _____

Requested Time of Use: From: _____ To: _____

Estimated Number of Persons Attending: _____

Is the General Public Invited? Yes ☐ No ☐

Will Food or Beverage be Served? Yes ☐ No ☐

Will Alcohol be Served? Yes ☐ No ☐

Will You Need Tables and Chairs? Yes ☐ # of Tables _____ # of Chairs _____ No ☐
(renter is responsible for their setup and takedown of any chairs or tables)

The City will require a certificate of insurance for general liability and signed proof of insurance in the amount of One Million Dollars (\$1,000,000) naming the City, its agents, officers, employees and volunteers as additional insured on the policy for events where alcohol is served. The insurance must provide host liquor coverage and a certificate sent by the company must so indicate.

When Required by the City, Will Your Organization Provide Proof of Insurance? Yes ☐
No ☐

The user agrees to indemnify, defend and hold harmless the City of Mountain View and its officers, agents and employees from any and all liabilities, claims, losses and expenses, including attorneys' fees, court costs in any manner caused by, arising out of or in connection with, either directly or indirectly, the use of City facilities or intentional acts by the user or his agents during the progress of the event. The user agrees to reimburse the City for any direct costs incurred, including cost of damage to City property.

Signature

Date

Send completed form to:

City of Mountain View, Recreation Division
Attention: Facility Reservations
P.O. Box 7540
Mountain View, CA 94039-7540
Phone: (650) 903-6407
Fax: (650) 963-3016

E-mail: recreservations@mountainview.gov

The Community Center is located at 201 South Rengstorff Avenue